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ECONOMIC INTELLIGENCE COMMITTEE

5/20/59

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GGD:em

MEMORANDUM FOR: Chairman and Executive Secretary, EIC Working  
Group on Sino-Soviet Bloc Economic Activities  
in Underdeveloped Areas

SUBJECT: Annual Report to the EIC, Fiscal Year 1959

1. The officers of your Working Group are invited to submit a brief annual report to the EIC summarizing the activities and accomplishments of your group during Fiscal Year 1959 to be used as an aid to the EIC in its over-all evaluation of the operations of its Subcommittees and Working Groups. This report should be coordinated with the other members of the Working Group and should follow in general the outline attached. It should cover activities scheduled through 30 June 1959 as well as those accomplished during the year.

2. It is requested that your report be submitted to the EIC Secretariat on or before 15 June 1959. If you have any questions in connection with the preparation of this report, the EIC Secretariat is available for consultation.

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Executive Secretary

Attachment

0 & 1 - addressees  
1. AR file  
1. Mrs. Lee  
1. Chrono

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1959  
No report

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Suggested Outline for Working Group Annual Report, FY 1959

1. Activities during FY 1959.

a. List special reports, if any, prepared during FY 1959, including those scheduled through 30 June 1959. (Biweeklies and Semi-annual Reports need not be reported since the EIC Secretariat has a complete record on these.)

b. Identify problems encountered and their resolution (for example, meeting community needs for unclassified data; consideration of priority deficiencies in research and collection; coordination of special reports prepared by ORR or IRA; etc.).

2. Evaluation of the Role of the Working Group.

a. Evaluate the extent to which the Working Group is realizing its potential as a medium for inter-agency review and coordination, as a mechanism for improving economic intelligence within its field of interest, and any general views regarding definition of its mission. Include such comments as individual agency representatives may wish to submit as to the role of the Working Group or suggestions as to how its work may be more effective.

b. In connection with the above, list the factors, if any, which tend to impede or hamper effective functioning of the Working Group and any remedial suggestions which appear appropriate.

3. Future Program of the Working Group.

Describe plans made as to the future program of the Working Group, considering the manner in which the Working Group can most effectively perform its functions, as set out in its Terms of Reference.

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